

APPENDIX F

Example SWPPP

HOMERVILLE APARTMENTS CONSTRUCTION POLLUTION PREVENTION PLAN

SITE DESCRIPTION			
Project Name and Location: (Latitude, Longitude, or Address)	Homerville Apartments 21 Broadview Avenue Center City, ANY STATE 00000	Owner Name and Address:	Quality Associates 11 Main Street Center City, ANY STATE 00000
Description: (Purpose and Types of Soil Disturbing Activities)	<p>This project will consist of three low-rise, attached apartment buildings with adjacent parking facilities.</p> <p>Soil disturbing activities will include: clearing and grubbing; installing a stabilized construction entrance, perimeter, and other erosion and sediment controls; grading; excavation for the sedimentation pond, storm sewer, utilities, and building foundations; construction of curb and gutter, road, and parking areas; and preparation for final planting and seeding.</p>		
Runoff Coefficient:	The final coefficient of runoff for the site will be $c = 0.5$.		
Site Area:	The site is approximately 11.0 acres of which 9.8 acres will be disturbed by construction activities.		
Sequence of Major Activities			
The order of activities will be as follows:			
<ol style="list-style-type: none"> 1. Install stabilized construction entrance 2. Clear and grub for earth dike and sediment basin 3. Install earth dike 4. Construct sedimentation basin 5. Continue clearing and grading 6. Pile topsoil 7. Stabilize denuded areas and stockpiles within 14 days of last construction activity in that area 8. Install utilities, storm sewer, curb and gutter 		<ol style="list-style-type: none"> 9. Apply stone to parking area and road 10. Construct apartment buildings 11. Complete grading and install permanent seeding and plantings 12. Complete final paving 13. Remove accumulated sediment from basin. 14. When all construction activity is complete and the site is stabilized, remove earth dike and reseed any areas disturbed by their removal. 	
Name of Receiving Waters:	The entire site will drain into Rocky Creek which is approximately one hundred yards from the site.		
CONTROLS			
Erosion and Sediment Controls			
Stabilization Practices			
<p>Temporary Stabilization - Top soil stock piles and disturbed portions of the site where construction activity temporarily ceases for at least 21 days will be stabilized with temporary seed and mulch no later than 14 days from the last construction activity in that area. The temporary seed shall be Rye (grain) applied at the rate of 120 pounds per acre. Prior to seeding, 2,000 pounds of ground agricultural limestone and 1,000 pounds of 10-10-10 fertilizer shall be applied to each acre to be stabilized. After seeding, each area shall be mulched with 4,000 pounds per acre of straw. The straw mulch is to be tacked into place by a disk with blades set nearly straight. Areas of the site which are to be paved will be temporarily stabilized by applying geotextile and stone sub-base until bituminous pavement can be applied.</p>			
<p>Permanent Stabilization - Disturbed portions of the site where construction activities permanently ceases shall be stabilized with permanent seed no later than 14 days after the last construction activity. The permanent seed mix shall consist of 80 lbs/acre tall fescue, and 40 lbs/acre kobe lespedeza. Prior to seeding, 4,000 pounds of ground agricultural limestone and 2,000 pounds of 10-10-10 fertilizer shall be applied to each acre to be stabilized. After seeding, each area shall be mulched with 4,000 pounds per acre of straw. The straw mulch is to be tacked into place by a disk with blades set nearly straight.</p>			

CONTROLS (Continued)	
Structural Practices	
<p>Earth Dike - will be constructed along the uphill perimeter (north) of the site. A portion of the dike will divert runoff around the construction site. The remaining portion of the dike will collect runoff from the disturbed area and direct the runoff to the sediment basin.</p> <p>Sediment Basin - will be constructed at the common drainage location on the south side of the construction site. The basin will be formed by constructing an embankment across an existing gully and excavating a storage pond with a volume of 36,000 cubic feet (0.82) acre feet. The basin will drain through a corrugated metal riser and outlet pipe to a rip rap outlet apron. Once construction activities are nearly complete, the accumulated sediment will be removed from the basin.</p>	
Storm Water Management	
<p>Storm water drainage will be provided by curb and gutter, storm sewer and catch basin, for the developed areas. The areas which are not developed will be graded at less than 0.5:1 and have permanent seeding or plantings. Two acres of the site will remain untouched and in its natural state. When construction is complete the entire site will drain to a wet detention basin. The wet detention basin will be in the location of the temporary sediment basin. When upslope areas are stabilized, the accumulated sediment will be removed from the sediment basin, and the areas on the sides of the basin will be planted with vegetation. The wet detention pond is designed with a permanent pool volume of 0.82 (acre-feet). This is equivalent to one inch of runoff for the entire drainage area. It is expected that this wet detention pond design will result in an 80 percent removal of total suspended solids from the site's storm water runoff. The pond has been designed by a professional engineer to keep peak flow rates from the two and ten year/24 hour storms at their pre-development rates. The outlet of the detention basin will be stabilized by a riprap apron.</p>	
OTHER CONTROLS	
Waste Disposal:	
<p>Waste Materials</p> <p>All waste materials will be collected and stored in a securely lidded metal dumpster rented from the ADF Waste Management Company, which is a licensed solid waste management company in Center City. The dumpster will meet all local Center City and any State solid waste management regulations. All trash and construction debris from the site will be deposited in the dumpster. The dumpster will be emptied a minimum of twice per week or more often if necessary, and the trash will be hauled to the Center City Dump. No construction waste materials will be buried onsite. All personnel will be instructed regarding the correct procedure for waste disposal. Notices stating these practices will be posted in the office trailer and Mr. Doe, the individual who manages the day-to-day site operations, will be responsible for seeing that these procedures are followed.</p> <p>Hazardous Waste</p> <p>All hazardous waste materials will be disposed of in the manner specified by local or State regulation or by the manufacturer. Site personnel will be instructed in these practices and Mr. Doe, the individual who manages day-to-day site operations, will be responsible for seeing that these practices are followed.</p> <p>Sanitary Waste</p> <p>All sanitary waste will be collected from the portable units a minimum of three times per week by the TIDEE Company, a licensed Center City sanitary waste management contractor, as required by local regulation.</p>	
Offsite Vehicle Tracking:	
<p>A stabilized construction entrance has been provided to help reduce vehicle tracking of sediments. The paved street adjacent to the site entrance will be swept daily to remove any excess mud, dirt or rock tracked from the site. Dump trucks hauling material from the construction site will be covered with a tarpaulin.</p>	

TIMING OF CONTROLS/MEASURES

As indicated in the Sequence of Major Activities, the earth dike, stabilized construction entrance and sediment basin will be constructed prior to clearing or grading of any other portions of the site. Areas where construction activity temporarily ceases for more than 21 days will be stabilized with a temporary seed and mulch within 14 days of the last disturbance. Once construction activity ceases permanently in an area, that area will be stabilized with permanent seed and mulch. After the entire site is stabilized, the accumulated sediment will be removed from the trap and the earth dike will be removed.

CERTIFICATION OF COMPLIANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS

The storm water pollution prevention plan reflects Center City requirements for storm water management and erosion and sediment control, as established in Center City ordinance 5-188. To ensure compliance, this plan was prepared in accordance with the Center City Storm Water Management, Erosion and Sediment Control Handbook, published by the Center City Department of Planning, Storm Water Management Section. There are no other applicable State or Federal requirements for sediment and erosion site plans (or permits), or storm water management site plans (or permits).

MAINTENANCE/INSPECTION PROCEDURES

Erosion and Sediment Control Inspection and Maintenance Practices

These are the inspection and maintenance practices that will be used to maintain erosion and sediment controls.

- Less than one half of the site will be denuded at one time.
- All control measures will be inspected at least once each week and following any storm event of 0.5 inches or greater.
- All measures will be maintained in good working order; if a repair is necessary, it will be initiated within 24 hours of report.
- Built up sediment will be removed from silt fence when it has reached one-third the height of the fence.
- Silt fence will be inspected for depth of sediment, tears, to see if the fabric is securely attached to the fence posts, and to see that the fence posts are firmly in the ground.
- The sediment basin will be inspected for depth of sediment, and built up sediment will be removed when it reaches 10 percent of the design capacity or at the end of the job.
- Diversion dike will be inspected and any breaches promptly repaired.
- Temporary and permanent seeding and planting will be inspected for bare spots, washouts, and healthy growth.
- A maintenance inspection report will be made after each inspection. A copy of the report form to be completed by the inspector is attached.
- Mr. Doe, site superintendent, will select three individuals who will be responsible for inspections, maintenance and repair activities, and filling out the inspection and maintenance report.
- Personnel selected for inspection and maintenance responsibilities will receive training from Mr. Doe. They will be trained in all the inspection and maintenance practices necessary for keeping the erosion and sediment controls used onsite in good working order.

MAINTENANCE/INSPECTION PROCEDURES (Continued)

Non-Storm Water Discharges

It is expected that the following non-storm water discharges will occur from the site during the construction period:

- Water from water line flushings.
- Pavement wash waters (where no spills or leaks of toxic or hazardous materials have occurred).
- Uncontaminated groundwater (from dewatering excavation).

All non-storm water discharges will be directed to the sediment basin prior to discharge.

INVENTORY FOR POLLUTION PREVENTION PLAN

The materials or substances listed below are expected to be present onsite during construction:

- Concrete
- Detergents
- Paints (enamel and latex)
- Metal Studs
- Concrete
- Tar
- Fertilizers
- Petroleum Based Products
- Cleaning Solvents
- Wood
- Masonry Block
- Roofing Shingles.

SPILL PREVENTION

Material Management Practices

The following are the material management practices that will be used to reduce the risk of spills or other accidental exposure of materials and substances to storm water runoff.

Good Housekeeping:

The following good housekeeping practices will be followed onsite during the construction project.

- An effort will be made to store only enough product required to do the job
- All materials stored onsite will be stored in a neat, orderly manner in their appropriate containers and, if possible, under a roof or other enclosure
- Products will be kept in their original containers with the original manufacturer's label
- Substances will not be mixed with one another unless recommended by the manufacturer
- Whenever possible, all of a product will be used up before disposing of the container
- Manufacturers' recommendations for proper use and disposal will be followed
- The site superintendent will inspect daily to ensure proper use and disposal of materials onsite.

Hazardous Products:

These practices are used to reduce the risks associated with hazardous materials.

- Products will be kept in original containers unless they are not resealable
- Original labels and material safety data will be retained; they contain important product information
- If surplus product must be disposed of, manufacturers' or local and State recommended methods for proper disposal will be followed.

SPILL PREVENTION (Continued)

Product Specific Practices

The following product specific practices will be followed onsite:

Petroleum Products:

All onsite vehicles will be monitored for leaks and receive regular preventive maintenance to reduce the chance of leakage. Petroleum products will be stored in tightly sealed containers which are clearly labeled. Any asphalt substances used onsite will be applied according to the manufacturer's recommendations.

Fertilizers:

Fertilizers used will be applied only in the minimum amounts recommended by the manufacturer. Once applied, fertilizer will be worked into the soil to limit exposure to storm water. Storage will be in a covered shed. The contents of any partially used bags of fertilizer will be transferred to a sealable plastic bin to avoid spills.

Paints:

All containers will be tightly sealed and stored when not required for use. Excess paint will not be discharged to the storm sewer system but will be properly disposed of according to manufacturers' instructions or State and local regulations.

Concrete Trucks:

Concrete trucks will not be allowed to wash out or discharge surplus concrete or drum wash water on the site.

Spill Control Practices

In addition to the good housekeeping and material management practices discussed in the previous sections of this plan, the following practices will be followed for spill prevention and cleanup:

- Manufacturers' recommended methods for spill cleanup will be clearly posted and site personnel will be made aware of the procedures and the location of the information and cleanup supplies.
- Materials and equipment necessary for spill cleanup will be kept in the material storage area onsite. Equipment and materials will include but not be limited to brooms, dust pans, mops, rags, gloves, goggles, kitty litter, sand, sawdust, and plastic and metal trash containers specifically for this purpose.
- All spills will be cleaned up immediately after discovery.
- The spill area will be kept well ventilated and personnel will wear appropriate protective clothing to prevent injury from contact with a hazardous substance.
- Spills of toxic or hazardous material will be reported to the appropriate State or local government agency, regardless of the size.
- The spill prevention plan will be adjusted to include measures to prevent this type of spill from reoccurring and how to clean up the spill if there is another one. A description of the spill, what caused it, and the cleanup measures will also be included.
- Mr. Doe, the site superintendent responsible for the day-to-day site operations, will be the spill prevention and cleanup coordinator. He will designate at least three other site personnel who will receive spill prevention and cleanup training. These individuals will each become responsible for a particular phase of prevention and cleanup. The names of responsible spill personnel will be posted in the material storage area and in the office trailer onsite.

POLLUTION PREVENTION PLAN CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signed: _____

John R. Quality,
President
Quality Associates

Date: _____

CONTRACTOR'S CERTIFICATION

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this certification.

Signature	For	Responsible for
<p>_____</p> <p>Joseph Contractor, President</p> <p>Date: _____</p>	<p>Center City Const., Inc. 21 Elm Street Center City, Any State 00000 (123) 399-8765</p>	<p>General Contractor</p>
<p>_____</p> <p>John Planter Vice President of Construction</p> <p>Date: _____</p>	<p>Green Grass, Inc. 4233 Center Road Outerville, Any State 00001 (123) 823-5678</p>	<p>Temporary and Permanent Stabilization</p>
<p>_____</p> <p>Jim Kay, President</p> <p>Date: _____</p>	<p>Dirt Movers, Inc. 523 Lincoln Ave. Outerville, Any State 00001 (123) 823-8921</p>	<p>Stabilized Construction Entrance, Earth Dikes, Sediment Basin</p>

HOMERVILLE APARTMENTS
STORM WATER POLLUTION PREVENTION PLAN
INSPECTION AND MAINTENANCE REPORT FORM
STRUCTURAL CONTROLS

DATE: _____

EARTH DIKE:

FROM	TO	IS DIKE STABILIZED?	IS THERE EVIDENCE OF WASHOUT OR OVER-TOPPING?
BUILDING B	STABILIZED CONSTRUCTION ENTRANCE		
STABILIZED CONSTRUCTION ENTRANCE	SEDIMENT BASIN		
BUILDING B	SEDIMENT BASIN		

MAINTENANCE REQUIRED FOR EARTH DIKE:

TO BE PERFORMED BY: _____ ON OR BEFORE: _____

HOMERVILLE APARTMENTS
STORM WATER POLLUTION PREVENTION PLAN
INSPECTION AND MAINTENANCE REPORT FORM

SEDIMENT BASIN:

DEPTH OF SEDIMENT IN BASIN	CONDITION OF BASIN SIDE SLOPES	ANY EVIDENCE OF OVERTOPPING OF THE EMBANKMENT?	CONDITION OF OUTFALL FROM SEDIMENT BASIN

MAINTENANCE REQUIRED FOR SEDIMENT BASIN:

TO BE PERFORMED BY: _____ **ON OR BEFORE:** _____

OTHER CONTROLS

STABILIZED CONSTRUCTION ENTRANCE:

DOES MUCH SEDIMENT GET TRACKED ON TO ROAD?	IS THE GRAVEL CLEAN OR IS IT FILLED WITH SEDIMENT?	DOES ALL TRAFFIC USE THE STABILIZED ENTRANCE TO LEAVE THE SITE?	IS THE CULVERT BENEATH THE ENTRANCE WORKING?

MAINTENANCE REQUIRED FOR STABILIZED CONSTRUCTION ENTRANCE:

TO BE PERFORMED BY: _____ **ON OR BEFORE:** _____

HOMERVILLE APARTMENTS
STORM WATER POLLUTION PREVENTION PLAN
INSPECTION AND MAINTENANCE REPORT FORM

CHANGES REQUIRED TO THE POLLUTION PREVENTION PLAN:

REASONS FOR CHANGES:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

SIGNATURE: _____ DATE: _____